**WorkforceGPS**

**Transcript of Webinar**

**Senior Community Service Employment Program National Grant Awards Kick Off & Overview**

**Thursday, October 8, 2020**

*Transcript by*

*Noble Transcription Services*

*Menifee, CA*

GRACE MCCALL: Welcome to "Senior Community Service Employment Program National Grant Awards." Without further ado, I'd like to turn things over to our moderator for today, Michi McNeace, Technical Project Lead, TwoTech, Inc. Take it away, Michi.

MICHI MCNEACE: Thank you, Grace. Good morning, grantees. And good morning to our FPOs that joined us, our presenters, and our SCSEP team. Welcome to today's SCSEP National Grant Awards kick off and overview webinar.

Our presenters for today will be Steve Rietzke, the division chief for the Division of National Programs, Tools, and Technical Assistance. We have LaMia Chapman, unit chief for the Older Workers Unit. Also, we have Bennett Pudlin, Charter Oak Group; and Mark Amspoker with BCT Partners.

We will provide today ample time for questions throughout the presentation. So should you have any questions, please type them into the chat feature. On that note, let's kick this webinar off. I'm going to pass the baton to Mr. Steve Rietzke.

STEVE RIETZKE: Well, thank you, Michi. Seems like you forgot what SCSEP stands for just for a second.

MS. MCNEACE: I did – just for a second. (Chuckles.)

MR. RIETZKE: It's so engrained in your subconscious. But if you think about it too hard, it's going to elude you. Well, thank you, everyone, for joining us. Welcome to today's session. We're excited to be kicking off the transition process for this grant cycle of the Senior Community Service Employment Program.

Congrats to those of you who are receiving an award under this competition. We know and we've talked so much about how crazy of a year this has been. And I know that adding this competition on top of it wasn't easy for you all, and it's always a lot of work, but even more work in the context of the pandemic and the crisis that we've been in.

So our objective today, we're kicking off this award. We're going to give you some overview information about the transition process, talk a little bit about the administrative requirements that you need to pay attention to in the transition period, get into some technical stuff about transfers and swaps, and do some Q&A, and talk about next steps. I did want to spend a minute talking about the grant award.

And in particular, I want to highlight sort of a confusing aspect of it that most of you have probably noticed by now. But just to start off, I assume at this point you've seen the press release that we issued on September 25 and that we included a link to in the welcome message that we sent out.

That press release includes a couple different numbers. In the table that includes funding amounts, the column all the way to the right is six months' funding. And that's the column header. Those are the dollars that go into effect on January 1 and run through the second half of the program year.

So that's kind of the amended effective date for the competition where we had originally planned for the effective date to be November 1. We've given delays that we had in the FOA and the awards and so on, but we shifted that to be January 1 to make sure that they still had enough time for the transition.

So the other number that you see on the table in the press release is titled two-month funding. Those are the dollars to incumbent grantees in the counties that you're in right now to run from November 1 through December 31.

Now, when you got your grant awards, you may have noticed when you got your grant award that you had a notice of award showing dollars for January 1 through June 30. You probably thought, wait a minute – isn't this kind of out of order? What happened to November and December? You are correct. It is a little bit out of order.

I won't go into the weeds, but just given our internal processing times for things, it turned out that the press release and the grant award actually beat the two-month funding TEGL out the door. So you should have those notices of awards in your hand now for the second half of the program year.

In the meantime, we know that your immediate need coming up November 1 is for the funding that'll run you November and December. That TEGL, I hope is imminent. It's kind of in the final stages of review in the department now. We're going to ask for a pretty quick turnaround on grant documents.

The good news is you already know the dollar amount because it's published in the press release. And I can tell you right now what that TEGL is going to ask you for is an updated 424 form, an updated 424A budget form, and an updated budget narrative.

And that's kind of it. There's not going to be a lot of complexity to that TEGL. It'll say kind of the same thing as the last one did about optional special requests. We're not looking for new special requests for that two-month period. But you can start thinking about what optional special requests you will want to request for the six-month period starting in January.

Hopefully, all of that is clear. If it's not, type some questions into the chat box if you're still scratching your head. But just to sum everything up, we should have a TEGL out soon. It's going to have the dollar amount that's listed in that press release with the November-December funding. We're going to ask for a quick turnaround on the grant document. And those grant documents are just going to be the basic core documents.

So otherwise, I wanted to preview a little bit in the coming months. After the New Year, we're going to be doing some orientation sessions both for you folks who are returning and for some new folks that are in the mix now just to do some refresher on grants management type stuff.

And then between now and then, we're going to be doing ongoing technical assistance that a lot of you may have participated in in the past related to the transition phase. So we're going to try to help as much as we can make this a smooth transition, and as always, focus on that goal of maintaining continuity and support for participants even when they are jumping from one grantee to another in terms of their service provider.

So I'm sure the team will reiterate this throughout, but all transition technical assistance inquiries, we're asking you to send those to scseptransition@dol.gov. And I guess before I turn it back, there's a couple questions I see.

When will the TEGL come out for the two-month extension? I hope it's very soon. I'm pushing to try and get it out in the next week or so. Definitely keep your eyes peeled, and we'll make sure to flag it for you guys. The other question is no optional special requests are allowed for the two-month funding. I think what it's going to say is no new optional special requests. And I can look up what the last TEGL said. I don't have it in front of me, but I'll do that in a minute and I'll cut back in.

Will we enter the separate budgets but just one for the total amount? Let me look at that as well. I don't want to just say it off the top of my head. Somebody's asking me, you say we should already have our NOA for the two-month funding? No. You don't have that yet. What you most likely have is your NOA for the January 1 through June 30 funding. The NOA for the two-month funding is what I'm talking about with this forthcoming TEGL that we hope to have out in a matter of days. So I see one question, will there be any additional funding opportunities for those transitions to new territories?

We're still figuring out the details of any supplemental transition funding that we may have available. But we do expect to have some level of support for transition costs. Like I said, we're figuring out what that looks like. What I'm expecting, though, is that we may have a limited amount of funds available to help cover essentially extra administrative costs that you can't cover with your normal administrative dollars and that are specifically related to transition activities. So that's what I'm expecting. You'll hear more from us in the coming days, but I don't have the precise information at the moment.

I see a few other technical questions about budgets and things like that. I think I'm going to have to punt those a little bit and we can follow up because I don't want to misspeak and tell you the wrong thing. But I think the questions you're asking about the budgets are answerable. I just don't have it off the top of my head. So I'm going to put those in the parking lot and we'll make sure to follow up on those.

So the slides coming up, the team's going to walk you through what are the administrative requirements during transition? What are the major milestones that you're going to achieve over the course of the transition period? What kinds of activities and events are we planning coming up? And a reminder that the official transfer date is January 1, 2021. So with that, I'm going to kick it back to Michi to lead us into the next section of the presentation.

MS. MCNEACE: Thank you, Steve. Our next presenter will be LaMia Chapman. And she will cover the administrative requirements. LaMia?

LAMIA CHAPMAN: Thank you, Michi. Thank you, Steve. Good morning. I'll go over the key administrative requirements. That's the transition terminology, guiding principles should always be participant-centered, milestones with the key dates, transition dates and events, and transfers and swaps. Transition terminology – these are the things that will be in your documents. You should have already seen some documents. So we just want to make sure that you're aware of the terminology that we use throughout that will be in the documents you've already received and documents to be received.

Donor – the donor is the grantee giving up authorized positions. Recipient is the grantee receiving authorized positions. We talk about frozen counties. That's counties in which no transfers or enrollments involving effective grantees can take place until January 1, 2021.

Transition process includes activities related to the implementation of the national grantee competition award and PY 2020 Equitable Distribution, which we just abbreviate as ED, activities related to preparing participants who will exit the program for durational limits.

Now, the transfer process is activities related to the actual transfer of all effective participants and host agencies to the recipient grantee on the transfer date. Transfer date means January 1, 2021, the date of the official transfer of participants to recipient grantees; and then post transfer date transition activities which occurs January 1 through April 3, 2021. Guiding principles – as I said before, these are participant-centered. We don't want any disruptions.

So the first thing we want to emphasize is do no harm, seamless transition, no participant left behind or put in a situation where they may not be able to get paid, their documents are missing, they don't know where to go, they are frantic about the process, and will start a writing campaign and will feel as if they weren't engaged. We want to make sure that the participants have the right of first refusal. Participants have 90 days to remain at the same host agency at the same rate of pay, so assigned to the same host agency.

We understand we're in a different situation – some being virtual, some on sick leave – but that is the premise – assigned to the same host agency as if it would open up if something miraculous would happen with the pandemic. Right of fair duration – participants receive the IDL that is more favorable for 90 days. Each grantee has the option to adjust/modify their durational limits. But the durational limit that they left with, they have the right to have that for 90 days while they are transferred to you all before they get to whatever the grantee's durational limit will be.

Milestones and key dates – in the month of October, we're looking to position swap periods for national grantees that continue. Donor grantees should send participant and host agency letters out. We give you a date. We'd like that to be done at or around this date. That's important. Transfers from October 5 and enrollment through 10/24 are frozen, and effective counties versions 1, and 1A of annotated transfer list returns no later than 10/30. I think that's a hard stop. We really need that on October 30, no later than October 30.

So then you have the November key dates. Participant host agency meetings begin in letter sent no later than October 1, 2020. Transfer of participant and host agency files to recipient grantees begins no later than November 1. Swap periods for state grantee begins November 3. Swap request periods end November 20. Participant and host agency letters are sent no later than November 22. And version 2 of the document you already have, transfer lists return no later than November 25. And then of course, DOL swap decisions are always ongoing.

Transfer planning underway for December – we have transition planning for participants with durational limits exits in March that's due December 1. Final DOL swap decisions are done by December 2. Participant and host agency meetings complete; that's no later than December 18. Recipient grantee letters to participant and host agencies are sent; that's no later than December 18. Transfers of all participant and host agency files to recipient grantees must be completed no later than December 18, and version 3 of the same documents for the transfer lists returned no later than December 18.

We're going over key dates again, so here's a summary. January 1 through April 3, these are the things that will happen after January 1, 2021. Post transfer list that includes first 90 days contact with any missing participants. Correction of participant records as needed. That's very important. And the most favorable IDL policy and of course right of first refusal. January through June 2021 is important to do assessments and reassessments. And that's given because of where we are today in understanding what they want and what the IEPs should reflect.

IEP development and update recertification as needed. Transition planning for exiting participants. Of course, all your partnership information, your AJC partnerships and other training that you will implement during the second phase of January through June and all other SCSEP activities.

Transition dates of events – here's the dates and the series of webinars that we intend to have: Today's webinar, October 8. The next follow-up webinar, which is the second webinar, would be Tuesday, October 16. The third transition webinar, Tuesday, October 27. Fourth would be Tuesday, November 17. And of course, the last and final one would be, if needed, December 4.

We're going to see how well we go through with these transitions. If we don't need all transitions, we'll definitely give you enough ample time to know that we won't need all of them. We hope and intend for this to be a very smooth transition. It is not as big as it was in '16.

And with cooperation by all grantees to make sure that the files are updated, all missing participants are accounted for, the records are clean, and are able to be transferred over without any problems, we should be able to do this in a couple of calls. But we gave these amount of calls just in case. But we'll let you know.

And from this, there's time for Q&A, so I'll hand it back over to Michi. OK. Q&A time.

MS. MCNEACE: I was on mute. I apologize. I just wanted to clarify the October 16 webinar would be on Friday. It's not a Tuesday. Our mistake. And the milestones and key dates, all that activity that LaMia went through, we will cover that more in depth on the October 16 webinar. So we'll be putting a lot more focus into what those activities look like and what needs to be done. So with that, yes. If anybody has any questions, it's time for Q&A at this point and time. I see some questions.

MR. RIETZKE: If there's a minute for me to cut back in, I've got some of these answers that folks asked a minute ago about the two-month funding versus the six-month funding, etc. So I have to say one of the benefits of this remote that we're all in is you can do some asynchronous communication. And I just had a sidebar with the grant officer, talked through some of this. Somebody asked, are we going to be submitting just one 424A and budget narrative for November all the way through June? Unfortunately, no. You're not.

We're going to ask for discreet documentation for the two months' of funding, and then for the six months' of funding separately. And I think that's because the two-month awards will effectively be an extension of your existing award, while the – don't quote me on this, but I think the six-months awards are going to be a separate grant number. But regardless, we're asking for separate documentation for both, which I know is a little bit more work. But that's how we're looking for it. Someone else asked for the November and December budget, if there are unspent funds after October 31, can we continue to spend those in November and December?

The answer to that is yes. We'll process the award as an extension. Whatever money is left at the end of October we'll effectively just roll into that two-month period. Another question about 424 and budget narratives for November through June, I answered that one. The other thing that I think you should see in your actual notice of award for the six-month funding, it sounds like you should have a condition of award that explains that you need to submit updated documentation for the six-month award. So look for that condition page in your notice of award.

Someone else asked, does this means that each grantee will have three budgets per se that affects closeout? I think the money for the first six months of this program here, we're going to consider as through one chunk of funding. I don't know for sure how closeout is going to treat this. I can follow up on that, because I know that gets a little confusing with the different ratios that you have to meet. So team can we take that one as a to-do to follow up on how we're going to look at these different budget periods in closeout?

MS. CHAPMAN: Sure. Definitely.

MR. RIETZKE: Got it. I think those are all the questions that were in there for me on the budget documents.

MS. MCNEACE: Thank you, Steve. I think that's basically all the questions around the budget, nothing about milestones or transition. So with that, we're going to move on and we're going go ahead and start our next segment with a poll question, Grace. We have a poll coming up. Here we go. Transfer list – the poll question for all our participants or attendees, go ahead and answer the poll question: did you receive your participant transfer list? We have an answer that says, I sure did. I'm not sure. I'll have to check with someone else. No. Didn't get anything. What is that?

MS. CHAPMAN: Those are those initial documents that we sent out. I'm sorry. I gave the answer.

MS. MCNEACE: It looks like they did get their transfer list. A couple are needing to check. It looks like everyone or mostly everyone received them. So that's a good thing. OK.

MS. CHAPMAN: I think, Michi, we should let them know if they didn't receive it, please let us know so that we can resend it out. That's important. Thank you.

MS. MCNEACE: Just email it to scseptechnicalassistance@dol.gov if you did not receive your transfer list, and we'll make sure that you do get a copy. So with that, we're going to move on to transfers and position swaps. And I'm going to pass this on to Mark Amspoker.

MARK AMSPOKER: Yes. Hello, everybody. It's afternoon I see. Good afternoon. This is Mark Amspoker of BCT Partners. This slide is the couple dates I want to highlight. LaMia already went over them previously – the enrollment and transfer fees. One of the dates happened three days ago. That was October 5. No new discretionary transfers of participants from one grantee to another in any frozen county. And then effective October 24, there may be no new enrollments by any affected grantee in any frozen county. An affected grantee is one that is currently authorized to serve a county but will not be authorized to serve that county on January 1, 2021.

Now, the list of frozen counties and affected grantees were included in the attachment C to the award email that was sent out September 25, 2020. Also, with that email, there were instructions that gave definitions for the transfer categories. That was category 1, 2A, and 2B. I want to go over them quickly again. Category 1 is a participant. There was only one grantee to which that participant can be transferred. In a couple slides I'll show you how to recognize these categories in the transition list.

This is a category including participants whose county of residence is changing or whose county of residence is not one which the current grantee is authorized to serve under the PY 20 ED. And the donor grantee and recipient grantee must confirm the list by October 30. Now, category 2 – in these two, there are two sub categories – 2A and 2B. The donor grantee has an option. So in category 2A, these are participants in large counties. And in this particular transition year, we're talking about New York County and LA County, that is, participants whose county of residence is changing hands and the donor grantee must determine which transfer is in the best interest of the participant.

Now, in New York County, there is one current donor grantee. And that donor grantee must give up all of their positions to one of two possible subrecipient grantees. There was another county we sent out a special list version 1A which concerned LA County. There were three current donor grantees, one potential recipient grantee. And the donor grantees must make a choice either to keep the participant, or if it makes sense, to transfer the participant over to IPDC [ph], which is a new grantee this year.

Validate and annotate – you've received version 1 and then some of you version 1A for that LA County situation of the participant transfer list with instructions for validating, annotating the list. And you got those on September 25. The donor grantees must validate and annotate their portion of the list. And this requires consultation with the recipient grantees in many cases. You must return the list to Zendesk at scsephelp.zendesk.com no later than October 30, 2020. Please do not copy the national office or your FPOs. And also, please do not send emails about any individual participants or any partial list.

You as donor grantee need to filter roll up all of your participants under your acronym, and then make your decisions in the recipient grantee box and in your annotation list, and send the entire thing to us at Zendesk. Again, only donor grantees can return the transfer list. Now, you can't probably see this, but this is a snapshot of the participant transfer file that we sent out, version 1 or version 1A. I want to call attention to six columns here – the far right columns.

Column J is the recipient grantee. The way to recognize whether it's a category 1, 2A, or 2B is the following – if you see in the recipient grantee box a single grantee acronym – one of the ones that are currently working at SCSEP – then that is the one that must be transferred. That is a category 1. And the donor must transfer the participant over to that recipient grantee. And you would not update this cell.

If you see a TBD, that is a clue that that is a category 2B, it's an orphan county, and there the grantee has a decision to make. You can either keep the participant, or you're going to, in consultation with a potential recipient grantee and concurrence, transfer that participant over to that grantee. In that case, you would put that recipient grantee's acronym. Or if you're going to keep this participant, you will put your acronym again. So if this affects you, do not send back any files that still have the TBDs in that column. It must be one or the other.

And then there was a situation for New York County of the two potential recipient grantees as SSAI or TWP. And you will for each participant choose one or the other. And Easter Seals is the donor grantee who is giving up their positions to one of those two. Also, in column K, all those are colored yellow. The K is a donor grantee annotation. You'll pick one of those topics from the pick list. It's enabled for a – it's a pick list. And you will select that. You can add any additional comments in column L.

Finally, column P, Q, and R – these are duration limit dates that are possibly going to hit in the first three months of 2021 up to April 3, 2021. And that participant will have a checkmark, or I think it's a yes, if they're DLD is going to fall within the range of one of those three columns. Now, I know there were not DLD dates that were going to occur in February 2021. There was one that was going to occur in the first three days of March. So that'll be indicated in column Q. You'll see that if it affects you. And then there were five total participants, that you see in column R, that are going to be affected; their DLDs with hit by April 3.

Now, more close-up for the transfer file, there's column K and column L. You'll annotate. Those are the two main columns. Please review the list carefully and send that information back to SCSEP Help by October 30. Now, this is also something to note if you find errors in the participant information in that file, which represents what would be in SPARQ at the current time. Please correct the information, if possible, in SPARQ as well, and note your changes on the list when you send them back.

You can highlight that in yellow to let us know what changes should be made. Please use the attached Excel file version 1 or version 1A for communicating this information back to us. And again, send it in one file – all of your annotations and corrections rolled up into one back to Zendesk by October 30. The transfer and durational limits – this provides the durational limit dates of all affected participants through April 3. And I showed you how you'll see those in the list. Participants entitled to a traditional extension must receive the extension.

Recipient grantees must honor any traditional extension provided by the donor for the remainder of the 12-month extension period even if the recipient does not allow extensions. Please note that. And then the recipient must also apply the donor's individual duration limit policy, or IDL policy, if it is more favorable to any transfer participants for the first 90 days, that is, through April 3, 2021. Finally, participants who are not entitled to an extension must receive transition planning and timely exit. And with that, I'll turn it back over to Bennett to talk about position swaps.

BENNETT PUDLIN: Great. Good afternoon, everyone. Thank you, Mark. We're going to start with another poll about swaps. What is swapping? Was it sent by email or snail mail? Yes. I did. I have to check with someone else. No. I don't think so. And so far, we're doing quite well. Keep those responses coming in. I think the results here are similar to the poll about the transfer list. Perhaps a few more folks are uncertain. I think that's about it. Well, the answer is essentially the same. You all should have gotten information about swaps from the national office by email.

And the email elaborates on the basic instructions that were contained in the September 25 welcome and award announcement email. The rules are the same as they've been for all prior competitions that almost all of you have been through. We opened swaps among national grantees immediately on September 25. Obviously, DOL did its best when there were decisions to be made about which of multiple grantees would be awarded slots in a single county, but necessarily without being able to confer with the bidders. So if we got it wrong, if there are counties that you have that are very difficult for you to serve, if you think there's someone better situated, you should be in discussions now.

We're giving the national grantees the first crack at negotiating among themselves. And we encourage you to move as quickly as possible, because obviously this is going to impact the transfer list. And we want to make sure that any swaps don't result in people being overlooked. Like the transfers that are caused by the initial awards, any transfers required for the swap will be effective on January 1. State grantees are also able to get into the act. We've asked them to wait and not to start until November 3. Any swaps that result and any transfers from those swaps would be effective January 1.

I do want to clarify some confusion that apparently was caused by the initial email. First, either state or national grantees can initiate discussion around swaps between nationals and states. It's not limited to the state grantee to decide it wants to change. You all can make that determination as well and seek out the state grantee. And because we won't entertain formal requests before November 3, does not mean that you can't begin discussions. Certainly, the nationals need to understand what the possibilities are as part of their overall strategy. Let me move forward.

The email from the national office went out on October 1. What DOL will do is process the swap requests as they come in. That's another reason not to wait until the deadline November 22. And all swaps will be cut off as of December 2. And that's because we need time to incorporate the swaps into the transfer lists. And as you saw in the slide LaMia walked you through, we've got to finalize those lists from you by December 18. So these dates are hard. There'll be no exceptions. If you're anticipating any problems, please get in touch with us and we'll do anything we can to facilitate the discussion.

Principles for the swap – these are the same that were laid out in the September 25 email and the same that DOL has applied during non-competition years. The swap cannot affect ED in any way. And that means that the total number of positions in the county is set by ED and it cannot change as a result of a swap. Nor can the total number of positions in a state awarded to the national grantee change. Or the total number of positions in the state awarded to the state grantee cannot change.

And swaps are designed to increase efficiency – not decrease it. The national office has said for almost as long as I've been here – going on two decades – that the purpose of swaps ought to be a further rationalization of positions to improve economies of scale and certainly service to participants. So anything that does not evidently adhere to those rules, you're going to have to provide special justification for. Please be sure to include in your cover email that justification to save us time, if you can.

While I'm here, I think I can pick up unless we're going to Q&A. We are. I was going to say since we're in Q&A, I'll respond to a couple of the questions that have come in. One is, is there a maximum number of transfers? And do we transfer everyone on the list? Yeah, with the exception of the orphan counties. And I think that's 2B. The 2B folks, there are 102 positions, but I think only about 60 of them are filled. The 2B are aware under ED somebody had authorized positions in the county. And as a result of ED and PY 20, that county no longer qualifies for even one slot.

So there the decision – and of course, we have to continue servicing the enrolled participants. So the question for the donor is, is the donor in the best position to continue servicing that county until the current enrollees have left the program? Or is there another grantee – either state or national – in the state that are positioned? And if the answer is yes, then you want to confer with that other grantee and see if they'll take the transfer. Again, we have very few counties affected, very few positions, and even fewer enrollments. So this shouldn't be a big deal. It happens every competition.

Obviously, if the current grantee, the so-called potential donor, keeps the fund or it gets transferred to someone else, whoever is servicing these funds is not going to be held accountable for purposes of the ED report. So the simple thing to do is just put a footnote somewhere identifying any counties where you are servicing orphan counties, orphan participants. And that stands outside of ED, because the first principle of ED is do no harm to participants.

The other question that I see here is, will the recipient grantee be given the IDL policy of the donor grantee? No. And let me cover that as well. The right of fair duration is that the recipient has to first honor an extension that has already been given by the donor grantee. It has to honor it for the duration of whatever that may be, maximum of 12 months. And if the donor has a more liberal policy than the recipient, the donor's policy prevails during that 90-day window through April 3. After that, the recipient applies its own policy, whatever it is.

But if a participant who was transferred has a durational limit date on or before April 3, then the more liberal policy would apply. But as Mark just told you, I believe there's only a total of eight participants currently in that category. We don't expect that number to go up very much. So it's not going to be a big deal no matter what happens. There's also a question here on the rules about contiguous counties, I think is the question, as it relates to slots, a majority of slots we must have.

The rule is that national grantees had to bid for a minimum number of slots in a state. And if that 10 percent minimum was less than 165 slots, they had to keep the whole state. So your award reflects all the bidding rules that were built into SCSEP apply. And your award basically follows those rules. There were cases were DOL, for good and sufficient reason, had to assign a random county to one of multiple bidders. And in that case, the contiguity rules may not have been followed. But by and large, they're in place.

If you're doing a transfer that violates the rules – especially if it's going to result in your serving a county that's far away from where you have the bulk of your slots – DOL's going to expect you to have a compelling rationale, because the contiguity rules were designed to rationalize the allocation of slots and increase economies of scale.

In general, as the slide said, you should not be doing something to worsen those considerations. But any and all rationales will be entertained. But just know that there's sort of a presumption that you're doing a transfer to improve the situation – not make it worse. Any other questions?

MS. MCNEACE: There's one internal question is that when a donor transfer participants to the recipient, how would that recipient know what the donor IDL policy is in order to adhere to the 90-day rule?

MR. PUDLIN: Yeah. That's part of the whole transition process. And the donor should make that clear to the recipient. And that actually raises another very important point. On this transfer list, obviously we think we got it right.

But we know there are going to be mistakes. So the donor should not just unilaterally affirm everything on that list. They should be conferring with the recipient before signing off on the list, right? And as part of that, they can inquire. But we can also send everyone, Michi, what the currently approved IDL policies are for each of the grantees.

The currently approved IDL policies obviously are not going to change during this transition window because that would not be fair notice to the affected participants who are going to be transferring.

So just to speed that process up, we can do that. But yet we're talking about potentially eight participants at this moment. And you know who those are. They're indicated in those three columns that Mark showed you that show you when the durational limit date is. And you'll see who the donor is. And you can inquire directly. Anything else?

Oh, yes. And I should just clarify when I say, DOL will approve, no slot swap under normal conditions or during a transition from a national grantee competition – none of those are automatic. They'll all be reviewed and approved by DOL. That's why we had those bullets in there about the DOL timeline. So you'll be notified as quickly as possible, we hope, on a rolling basis as swap requests come in whether they're granted or not so you can plan accordingly, and so we can incorporate those swaps into the next version.

We don't want to wait for the final version of the transfer list. If we can get it into the second version, that would be ideal. So please don't delay. And again, any questions, any confusion about what's doable, reach out. We'll respond as quickly as possible.

MS. MCNEACE: OK. So, Bennett, did you get this one question where it says, there's a new county received, but there's nothing on the donor or recipient list?

MR. PUDLIN: I didn't see that one. Can you say it again?

MS. MCNEACE: OK. This is answered, but what happens if there's a new county received but there's nothing on the donor or recipient list?

MR. PUDLIN: OK. There is a list of new counties. Just like the resetting of ED based on the census for this competition cause some counties to fall off our list because they went from one or two down to zero, so there were counties in PY 19 that were not here, were not part of ED because they were too small and now suddenly appear.

And if you are the lucky recipient of one of those, there's nothing you need to do as far as we're concerned. It just means you've inherited a county where there was no predecessor and there are no enrollments, and you are free to enroll up to your level. I hope that responds to the question. If not, perhaps someone can reframe it.

MS. MCNEACE: Did you get the question, do we add swaps to the list?

MR. AMSPOKER: Version 2 is going to have a column that'll ask the question, affected by swaps? And then going forward, that column will always be there. And as Bennett said, yes, you incorporate as soon as you get approval the swaps on the list. And then you have a comment. There will be a version 2 comments field. As you add new comments, there'll be a version 3, if we go to their comments field, where you'll add that about the swaps.

MR. PUDLIN: Yeah. So there is in the dropdown. Don't do it on version 1. Don't go adding things you're hoping to have approval for. There is in the dropdown a comment you can make that there's a swap pending, so you're not doing anything about this transfer. Wait until the swap occurs and shows up on version 2. Then you can correct it if there's an error about who's going where and who the participant is.

MS. MCNEACE: OK. We just have a clarification question. We only keep the IDL policy of the previous grant for the first year, correct? Then it goes back to the current grantee policy.

MR. PUDLIN: Yeah. Again, I want to distinguish between honoring an extension that the donor grantee gave under its policy before the swap was affected, and that you have to honor only for however many months it has left. It could be 1 – it could be 12. Whatever that is. That's all you have to do, and only for that affected participant. You never lose your own IDL policy as a recipient for everybody else.

Within the first 90 days, if there has been no transfer given but for those eight folks who have a durational limit date on or before April 3 there, if the donor has a more liberal IDL policy, you have to honor it but only apply it to those eight people. And by honoring it, of course, you're giving them an additional 12 months. Because there are so few people affected, if you're still confused, let's have an offline conversation. Hardly anybody is going to be affected by this.

MS. MCNEACE: Thank you, Bennett. That seems to be the last question regarding transfer of swap. But we do have a couple of questions going back to Steve about budgeting. I believe there's one where it says, Steve, will unspent funds from first six months, July to December, roll over to the next six months, January to June of 2021?

MR. RIETZKE: Right. Thanks, Michi. So one thing I think I misspoke about earlier – which doesn't really change most of my answers, but it helps to answer that question – I was thinking that the January 1 award was going to be a new grant number.

But the grant officer confirmed that that will also be an extension. So essentially, you're going to have three chunks of budget periods where we came and asked you for documents. But those are all going to be extensions of the same new grant award number – if you're an incumbent grantee – that you got back in July.

So the question about funding that you got in November being available through the remainder of the year, the answer to that will be yes, because it's going to be an extension of that original grant number.

Now, in terms of the question about closeout and how we're going to look at those spending percentages, I think what this means is that we're going to consider all the funding from program year 20 in kind of one bucket at closeout. I want to the verify that with the closeout grant officer herself just to make sure we're giving you an accurate answer on that, but I think that that's the way they're going to look at it is in the closeout unit.

The other question I see in here from earlier is someone asked about special requests for the two-month funding period. What we said back in TEGL 22-19 in the spring was that we were awarded four months' worth of funds to incumbent grantees.

And essentially, we ask that you don't submit new optional special requests, but include a statement. I think we strongly encouraged you to keep the same optional special requests in place that you already had. What the forthcoming TEGL will say is similar. It'll say give us a short statement explaining whether you want to keep your preexisting optional special requests in place for that two-month period. So hopefully, that answers those questions.

MS. MCNEACE: Thanks, Steve. And we have one last question where (NASA ?) set-aside is stating that they will not serve Orange County. Is that for January 1? This is a set-aside grant. And they're asking should they transfer all the participants under their set-aside to the other national grantee serving Orange County?

MR. RIETZKE: So the set-asides are a special case. You'll notice that they're not included in these transfer lists. So the calculation there is a little more complex. And I think that's an offline conversation that we'll have with any of the set-aside grantees where they are leaving the county or having to reduce positions in accounting.

MS. MCNEACE: OK. Great. Are there any more questions for our presenters today? If not, it seems like we'll be wrapping up a little early. There is one question. It says, our transfer list was incomplete. Can we ask about that now? Bennett, do you agree that perhaps they send an email?

MR. PUDLIN: I think if it's randomly incomplete, if they're missing participants in certain counties or certain counties are missing, follow the instructions and correct the list. Do the parts that are correct.

And note what's missing. And send it in one time on the list, no separate email, to BCT Partners. If it's more systematic than that and you think the list itself is whacko, then by all means, contact SCSEP help at the Zendesk address and they can take a look at it.

MS. CHAPMAN: OK. Thank you, Bennett. I don't see any new questions. I think that wraps it up. But before we end, I just wanted to remind everyone that we will have our transition 2 webinar on Friday, October 16 from 12:30 p.m. to 2:00 p.m. Eastern Time. And that webinar will focus on the overall process of your working with participants and host agency.

And please know that ongoing technical assistance will be provided throughout the next several months. Send all your transition technical assistance inquiries to the scseptransition@dol.gov. With that being said, are there any closing remarks that Steve, LaMia, Bennett would like to say?

MS. CHAPMAN: I have none. Good luck, grantees. This should be a smooth process. But let us know if you have any hiccups, and we will definitely work with you.

MR. PUDLIN: This is Bennett. I had just one comment. I don't know if people were able to get the full flavor of it from the transfer list. But compared to prior transfers, this looks like a really easy one. The number of affected participants is quite small – under 1,000. And we've handled a whole lot more.

So given that all the procedures in place are those that have been used for the last several transitions and the numbers are small, we're hopeful things will go really smoothly. If not, we'll have plenty of time to make adjustments. And I'm looking forward to the call next week.

MS. CHAPMAN: On Friday and not Tuesday. Thank you.

MS. MCNEACE: Right. On October 16. Thank you, everyone. Thank you for joining us. And this concludes our webinar for today.

MS. CHAPMAN: Bye. Thanks, everyone.

(END)